

# ALF/RCF Administrator Training Program: A Multi-Dimensional Approach

## Start your administrator training today!

We are excited to introduce a **new** state-approved training program for residential care and assisted living administrators. And you don't have to wait to get started!

This training program features three learning opportunities, designed to give you the flexibility you desire, the opportunity to experience an assisted living/residential care facility "in action," and the information you will need to successfully operate an Oregon ALF or RCF as an entry-level administrator.

### The three components are:

- **An online training** program featuring Oregon's unique assisted living and residential care model.

*The online program includes an Introductory Assisted Living Certificate (ALC) Administrator Program focused on each of the assisted living administrator "Domains of Practice," as well as an Oregon Assisted Living/Residential Care Addendum that provides essential information about Oregon's approach to assisted living/residential care, Oregon rules, and other Oregon laws and resources.*

- **A two-day "internship"** at an Oregon assisted living or residential care facility.

*Specific tasks during your internship will give you the opportunity to practice the quality assurance oversight skills demanded of today's ALF or RCF administrator.*

- **The Residential Care/Assisted Living Licensure & Entry-Level Competency Examination\*** developed by the National Board of Examiners of Long-Term Care Administrators.

*By requiring that training participants pass this exam, we are "raising the bar" for entry-level administrators and you will be able to demonstrate a higher level of knowledge to potential employers. You can study for the test as your time allows, and schedule the exam (offered in Portland, Eugene and Boise) when it suits your schedule. \*Class fee covers the cost of taking the NAB exam one time only.*

Please note that this program must be completed within four months of beginning the online course.

Be sure to check the Alliance website, [www.oashs.org](http://www.oashs.org), for more information about the training as well as the ALF/RCF administrator qualifications and requirements in Oregon's assisted living and residential care rules.

**Questions? Call 503.684.3788**

**Sponsored by Oregon Alliance of Senior & Health Services and Provider Management**

## Registration (register online at [www.oashs.org](http://www.oashs.org))

Name \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

E-mail (please print legibly!) \_\_\_\_\_

	<u>Alliance member</u>	<u>Non-member</u>
Fee:	\$695	\$795
Printed manuals (optional):	\$100	\$100

*Note: Online program participants will be able to print all materials on their own if they wish. The optional additional charge for a printed version of the training covers the cost to print and ship the course manuals, and manual correction of the online course test.*

Visa       Mastercard

Card # \_\_\_\_\_

Name on card: \_\_\_\_\_

Expiration date: \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

Cardholder signature: \_\_\_\_\_

**Total fees enclosed:** \$ \_\_\_\_\_

Enclose check or credit card info and copy of registration form to:

Oregon Alliance of Senior & Health Services

7340 SW Hunziker, Suite 104

Tigard, OR 97223      PH: 503.684.3788      FAX: 503.624.0870

### To Register

Fill out the registration form and mail it with your check (**made out to OASHS**) or credit card information. All registrations must be prepaid; you will not be considered registered until payment is cleared/received. Please note that the class fee covers the cost of taking the NAB exam one time only.

### Cancellation Policy

Cancellations received in writing within three days of Provider Management enrolling the participant in the online component of the course will be refunded less a \$200 cancellation fee. No refunds will be given after that date.